



**North East Regional Trauma Council
Executive Committee Conference Call
June 13, 2005
3:00-4:30
Agenda**

Present: Liz Carlton, Michael Moncure, M.D., Elaine Becker, Darlene Whitlock, Dorothy Rice, Ryan Hartman, Jane Sunderland, Daina Hodges, Jeanette Hornung, Barbara Mitchell, Brian Smith. Dr. Chris Bandy, Rosanne Rutkowski

Call to Order:

**Chris Bandy, MD
Vice Chair**

It was reported that the chair Dr. Michael Moncure would be delayed, Dr. Chris Bandy opened the meeting.

- ❖ Approval of Agenda
The agenda was approved

Approval of the minutes from the 2 May 2005 executive committee meeting.

MOTION: Approval of the minutes from the May meeting was moved by Dorothy Rice with Darlene Whitlock seconding the motion. The motion was approved by unanimous voice vote.

Approval of the minutes from the 2 May 2005 General Membership meeting.

MOTION: Approval of the minutes from the May meeting was moved by Darlene Whitlock with Dorothy Rice seconding the motion. The motion was approved by unanimous voice vote.

Trauma Program Update & ACT Update:

**Rosanne Rutkowski
Trauma Program Director**

Rosanne gave an update on the status of the trauma program. The next ACT meeting is scheduled on August 24, 2005. Hospital verification criteria for level three facilities was approved at the May meeting. Handouts were mailed earlier to committee members. Dr. Chris Bandy reviewed areas where the criteria as approved differed from the ACS mainly in the area of orthopedic liaison and plastic surgery. There was some questions regarding equipment duplications for thoracostomy and chest decompression. Rosanne will follow up on this issue.

Regional plans have been approved by five of the six regions. Darlene commented that the guidelines are working well as documented by the transfer of a patient from a remote rural area into definitive care within an hour. Brian reported that his next step is to put written protocols into place for his agency.

Trauma Registry Update:

Rosanne Rutkowski

The trauma registry report was sent out electronically prior to the meeting. Data for the first quarter of 2005 (Jan to March) are due 60 days after the end of the quarter (May 31, 2005). It was reported that 16 hospitals have submitted data for the quarter. There was discussion regarding increasing the compliance of reporting. A follow up report will be provided at the July meeting after KDHE makes phone calls and sends letters to those hospitals who are not current on reporting.

Sub-Committee Reports:

Prevention/Education

**Darlene Whitlock & Liz Carlton
Co-Chairperson**

- **Prehospital Trauma Life Support Course Update**

Darlene provided an update on the PHTLS class that was sponsored by the NEKRTC in Manhattan on May 26 & 27. There were 22 participants in the class. The evaluations were good and Darlene thanked everyone involved for a good job and all their hard work. Darlene said there continues to be a need for both instructor and provider classes. The budget for the class was provided as part of the handouts.

- **Pediatric Prehospital Care Course Update**

Tim Flanary helped coordinate this class June 8 and 9 at the Potawatomi Tribal Fire Department. The NEKRTC purchased 20 books for the course. It was reported that this was the first course provided in the state. No further information was available on the class at this time.

- **Injury Prevention-Education Database Update**

Liz Carlton provided an update on the status of the Injury Prevention Database. This project is a collaborative effort with the EMSC project and the intent is to provide a web based central site for injury prevention/education resources. A meeting was held earlier in May with KFMC who is the contractor for the project. Rosanne reported that KDHE will host the web site and details are being worked out. It is expected that a follow up meeting will be announced once details have been finalized on web content.

- **Other**

Darlene reported that the Rural Trauma Team Course was being provided on June 14. There was a question as to whether lunch was included as part of the agreed upon expenses for this class.

Pre-Hospital/Communication

Carrie Saia & Brian Smith
Co-Chairpersons

- **EMD Project Update**

In the absence of Carrie, Rosanne provided a brief update on the EMD project. The NEKRTC signed a Priority Dispatch Training Site agreement. Tim Flanary is the lead on the project. Mary Glover was trained in Salt Lake on June 8, 9, 10. The RTC covered all of her expenses from the EMD funding. The RTC now has the card sets for fifteen call stations (one card set per station). The top nine facilities in most need of training are the priority. Priority Dispatch has asked Tim and Mary to get the training location selected with the candidate as soon as possible as they want to get Mary's two team teach courses completed so she can be fully certified as an instructor. Priority Dispatch has been paid and the EMD funds have been expended in total for the region.

Brian Smith Co-Chair had no other information to report at this time.

Regional Trauma Plan

- **Next Steps in Process**

Rosanne reported that five of the 6 regions have approved their regional plans as written. Since all the regional plans were written following the same template there is not a great deal of variance between the regional plans. The next step in the process is to have the regional plans reviewed by KDHE and a subcommittee of the ACT. The intent is to review the plans as to the expectations, what can be provided and what steps need to be taken in order to move forward. It is expected that the ACT subcommittee will make a preliminary report at the ACT meeting. Dorothy Rice requested that a timeline be provided by the ACT and/or subcommittee as to when they expect to have plans reviewed. Rosanne will relay that message on behalf of the region.

Old Business

Michael Moncure, M.D.

- **By-Law Changes**

Dr. Moncure joined the conference call and asked about the feedback from the May General Membership meeting. Consensus was that the by-laws as currently written are confusing. It was recommended that the wording be changed to the following:

Article III, Section 1 A.

"Members to the executive committee shall be nominated by the general membership and elected from the floor of the Annual General or Business Meeting. All members will be allowed to vote for each position.

The introductory sentence of Article III, Section should read:

"The Executive Committee of the NERTC shall be a 10-member committee. Each of the following discipline groups shall be represented by two members on the committee".

Dorothy Rice made the motion to approve the language change as written with the motion seconded by Janette Hornung. Motion passed by voice vote.

The change will be mailed out to the general membership 10 days prior to the next general membership meeting.

New Business

- **Chair position**

Dr. Moncure announced that he has sent a letter to Kendra stating that he has been asked to serve as a physician representative to the HRSA Organ Transplantation Committee and he will need to reconsider his time commitment to the NEKRTC. His appointment to Organ Transplantation Committee will be for a 15 month duration and he will need to travel to Washington DC. Darlene expressed that this was a great honor for Dr. Moncure. Dr. Moncure wanted to stress that he would continue to be involved but his time would be limited as chair and asked the committee to consider Dr. Bandy as the current vice-chair to serve as acting chair. Dr. Bandy agreed to serve as chair in Dr. Moncure's absence. The committee expressed their gratitude for the work Dr. Moncure has done for the region.

- **2005 Statewide RTC Executive Committee Meeting- Volunteer needed**

It is expected that the ACT will host another meeting in Wichita this fall with members of the regional trauma council executive members. This meeting has typically been held in October. Each of the regional trauma councils have been asked to have a member serve as their representative to the planning committee. Dorothy Rice served in that capacity for last year's meeting and has agreed to serve again this year. Brain Smith seconded the motion to have Dorothy serve. The motion was approved by unanimous voice vote.

- **New Research**

Dr. Moncure made the announcement that KU is participating in a study on PolyHeme transfusions for patients in hemorrhagic shock. One of the study sponsors is Northfield labs. Contact has been made with EMS directors in WY, LV, DG and SN counties who frequently transfer patients to KU. One criteria for being assigned to the study is a B/P < 90. Patients are randomized to either a control or experimental group. IRB approval has been received and a public relations campaign has been developed to increase awareness of the project.

There are 17 centers in the US that are participating in the study. More information on the PloyHeme project can be found on the Northfield lab web site which will eventually link with KU web site. Any questions regarding the project can be directed to Dr. Moncure or Liz Carlton.

Announcements

The next meeting date was scheduled for July 11 however, several members of the committee will not be able to attend. It was also requested to have the time moved to 2pm rather than 3p. The meeting date was moved to July 25 at 2pm. Dorothy Rice volunteered to find a location in Topeka.

Adjournment

The meeting was adjourned.